

# FIRST SCHEDULE

## MEMBERS OF THE FIRST GOVERNING BODY

The Reverend Julian Percy Thornton-Duesbery, M.A.,  
Master  
The Reverend Ralph Edward Cunliffe Houghton, M.A.  
Eric Harold Francis Smith, Esquire, M.A.  
Claude Wingfield Hope Sutton, Esquire, M.A.  
Reginald Charles Dennis Perman, Esquire, M.A.  
Raymond Veveysan Vernede, Esquire, M.A.  
Charles Allan Caine, Esquire, M.A., D.Phil.  
Gordon Kemble Woodgate, Esquire, M.A., D.Phil.  
Gilbert Watt McKay, Esquire, M.A.  
The Reverend William Lysander Rowan Watson, M.A.  
Arthur Robert Peacocke, Esquire, B.Sc., M.A., D.Phil.  
Keith Edward Cooper, Esquire, M.A.

# SECOND SCHEDULE

## STATUTES

*Note:* The Statutes forming the Second Schedule of the Royal Charter dated 24<sup>th</sup> October 1961 have been modified on five subsequent occasions and approved by Her Majesty in Council as below:

24<sup>th</sup> August 1962 – Statute VIII.1,6  
18<sup>th</sup> March 1975 – Statute VII.9  
9<sup>th</sup> February 1978 – Statute I  
11<sup>th</sup> February 1992 – Statute VIII.1  
26<sup>th</sup> July 1995 – University Commissioners’ modifications:  
Statutes II, IV, V, XV (new addition in its entirety)

For convenience, what follows is a consolidated text incorporating all modifications as above.

## PREAMBLE

The College of St Peter le Bailey before incorporation was known as St Peter’s Hall. This Hall was founded to commemorate the life and teaching of the Right Reverend Frances James Chavasse, Doctor in Divinity, Honorary Fellow of Corpus Christi College, Oxford, formerly Lord Bishop of Liverpool and sometime Principal of Wycliffe Hall and Rector of the parish of St Peter le Bailey in the said City, hereinafter called “the Founder”, and in order to fulfil his earnest wish and to further the charitable objects and purposes which he expressed.

By its Trust Deeds dated 23<sup>rd</sup> October, 1928 and 1<sup>st</sup> January, 1949, the primary objects and principles of St Peter’s Hall were defined as follows:-

(a) To maintain and promote education, religion and learning for and among students generally of whatever religious persuasion and especially to give aid to students in straitened or reduced circumstances who shall be deemed worthy thereof by way of Bursaries, Scholarships, Exhibitions or by such other means as in the opinion of and at the absolute discretion of the Council may be most conducive to the advancement of such students and the attainment of these objects.

(b) To train, cherish and encourage candidates for Holy Orders in the Church of England or any students or other persons intending to labour for Foreign Missions with which the Ministry of the late Bishop James Hannington was particularly identified.

(c) To diffuse sound information and teaching of and in Christian principles and doctrine in conformity with Holy Scripture and particularly the Protestant and reformed teaching of the Church of England as set forth in the Book of Common Prayer annexed to the Act of Uniformity of 1662 and the 39 Articles of Religion and Ordinal as now ordinarily bound up with such Book and so that the teaching of the Hall and the conduct of the services in the Chapel thereof shall be in all respects in accordance with such principles.

(d) Generally to do all other incidental things which may be conducive to the furtherance and elucidation of such objects and principles.

From 1929 to 1947 St Peter's Hall was licensed by the Vice-Chancellor of Oxford University as a permanent Private Hall. On 29<sup>th</sup> October, 1947, it was admitted by decree of Convocation to all the privileges pertaining to the status of a New Foundation. On 7<sup>th</sup> February, 1961, the University made a Statute (which was approved by Her Majesty in Council on 26<sup>th</sup> May, 1961) granting the status of full college in the University of Oxford to St Peter's College.

## STATUTE I. CONSTITUTION

### *Name*

1. The corporate name of the College shall be the Master, Fellows and Scholars of the College of St Peter le Bailey in the University of Oxford.

### *Governing Body*

2. The Governing Body of the College shall consist of the Master, the Official Fellows, and such other Fellows of the College as are appointed members of the Governing Body under the provisions of Statute V.

### *Interpretation*

3. In these Statutes and in all By-Laws and regulations made under them, unless the contrary intention appears, words importing the masculine gender shall include the feminine.

## STATUTE II. THE VISITOR

### *Visitor*

1. The Visitor shall always be a Diocesan Bishop of the Church of England.

The first Visitor shall be the Right Reverend Clifford Arthur Martin, Lord Bishop of Liverpool. When he or, from time to time, any one of his Successors as Visitor ceases to be a Diocesan Bishop of the Church of England, the appointment of a new Visitor shall be made by the Trustees of the College. Each Visitor so appointed shall hold office so long as he remains a Diocesan Bishop of the Church of England.

### *Vacancy*

2. (a) When it is known that a vacancy in the office of Visitor has occurred or is about to occur, the Master, or in his absence his deputy, shall notify the four Trustees in writing. The Trustees shall then proceed to appoint a new Visitor. If the Trustees are not unanimous, their choice shall be made by a simple majority. In the event of an equality of votes, the Trustee who is senior in age shall have a casting vote in addition to his ordinary vote.

(b) If no appointment has been made by the Trustees within a period of six months from the occurrence of the vacancy, the appointment of a Visitor on this occasion shall be made by the Archbishop of Canterbury.

(c) During any vacancy in the office of Visitor, the functions of Visitor shall be exercisable by the Archbishop of Canterbury.

### *Visitation*

3. It shall be lawful for the Visitor, if and whenever he shall deem it expedient for enforcing the due observance of the Statutes of the College in force for the time being, to visit the College and to exercise at any such visitation all powers lawfully belonging to his office, and it shall be lawful for the Visitor at any such visitation, or, if he shall think fit, at other times, to require an answer in writing from the Governing Body, the Master, the Fellows or any of them to any inquiries he may make for the purpose of satisfying himself that the Statutes of the College for the time being are duly observed.

### *Construction of Statutes*

4. As often as any questions shall arise depending wholly or in part on the construction of any of the Statutes of the College on which the Governing Body shall be unable to agree, it shall be lawful for the Master or for any three or more of the members of the Governing Body to submit the same, so far as the decision of the question at issue depends upon the construction of the Statutes of the College, to the Visitor; and the Visitor shall with all reasonable speed declare what is the true construction of such Statute or Statutes with reference to the case submitted to him.

### *Appeals*

5. The Master, if he shall conceive himself aggrieved by any act or decision of the Governing Body, and any Fellow or Officer of the College, if he shall conceive himself aggrieved by any act or decision of the Master or of the Governing Body, and any scholar or exhibitor of the College who may have been deprived of his scholarship or exhibition, may appeal against such act or decision or sentence of deprivation to the Visitor, provided that (unless it shall seem to the Visitor that, owing to the facts of the particular case, there is reasonable cause why this proviso should not be enforced) such appeal be lodged within one month from the date of such act or decision or sentence of deprivation; and the Visitor shall adjudicate on such appeal, and it shall be lawful for him, as he may deem just, to confirm, annul, or vary the act or decision or sentence of deprivation provided that the Visitor shall not reach a decision in case of deprivation without hearing the person concerned, if he so desires, in his own defence.

### *Annulling of Ordinances and Regulations*

6. It shall be lawful for the Visitor, either of his own motion or on the complaint of the Master or any three or more of the Fellows, to disallow or to annul any By-law or Regulation made by, or resolution of, the Governing Body which is, in his judgement, repugnant to any of the Statutes of the College in force for the time being.

### *Visitor's Decisions*

7. Any decision of the Visitor under these Statutes shall be given without unreasonable delay and shall be binding on the Governing Body and upon the Master and every Fellow of the College, and upon every other person affected by these Statutes.

### *Visitor's Expenses*

8. The College shall defray any expenses necessarily incurred by the Visitor in the discharge of his duties.

9. In accordance with the provisions of the Education Reform Act 1988, nothing in these Statutes shall enable or require the Visitor:-

(a) To hear any appeal or determine any dispute relating to a member of the academic staff to whom Statute XV applies which concerns the member's appointment or employment or the termination of that appointment or employment; or

(b) To disallow or annul any by-law made under or having effect for the purposes of Statute XV.

### STATUTE III. THE TRUSTEES

#### *First Trustees*

1. There shall be four Trustees. The Right Reverend Christopher Maude Chavasse, Sir Kenneth George Grubb, George Armin Goyder, Esquire, and the Right Reverend Ronald Ralph Williams shall be and remain the Trustees until they or any of them resign or otherwise cease to be Trustees.

#### *New Trustees*

2. The power of appointing new Trustees shall be exercisable and exercised by the Trustees as if they were trustees under the Trustee Act, 1925, but before making such an appointment they shall on each occasion consult the Governing Body of the College, and they shall subsequently notify the Governing Body of the names of new Trustees so appointed. Any new Trustees shall be and remain Trustees until they or any of them resign or otherwise cease to be Trustees.

#### *Trustees' Declaration*

3. No person shall be competent to act as a Trustee unless and until he shall have signed a declaration in writing in the following form namely:-

“I, A.B., do solemnly and sincerely declare that I approve the objects and principles for which the College of St Peter le Bailey was established as set out in the Charter of the College and will use my best endeavours in all respects to perform and observe the provisions and conditions thereof.”

#### *Function of Trustees*

4. The Trustees shall not have or exercise in relation to the College any function or authority whatsoever other than that of appointing the Visitor in accordance with the provisions of Statute II, Clauses 1 and 2. In appointing a Visitor they shall have due regard to the purposes of the Founder of the College.

### STATUTE IV. THE MASTER

#### *Qualification*

1. The Master shall be elected by the Governing Body subject to the concurrence of the Visitor, and the Governing Body shall elect only a person who is in their judgement fit to preside over the College as a place of religion, education and learning, and to uphold and maintain the primary objects and principles for which the College was established.

#### *Election*

2. The election of the Master shall, subject to the provision of Clause 3 of this Statute, be conducted in the following manner:-

(a) Immediately on the office of Master becoming vacant the Vice-Master or, if he be absent from Oxford or incapacitated, the senior member of the Governing Body who is in Oxford at the time of the vacancy occurring, or, if no member of the Governing Body is in Oxford at that time, the member of the Governing Body who first arrives in Oxford after that time shall inform all the members of the Governing Body and the Visitor and shall forthwith summon a meeting of the Governing Body to be held not less than seven nor more than fourteen days after such notification to fix a day, hour and place for the election of a Master within a period of not less than one month or more than four months from the date of such meeting.

(b) The Vice-Master or, in his absence, the senior member present shall preside at this preliminary meeting and immediately afterwards shall send notice of the day, hour and place appointed for the meeting for the election to each member of the Governing Body. He shall also write to each of the Trustees and ask whether that Trustee wishes to put forward any name for consideration by the Governing Body.

(c) At any time after the day of election is fixed but not later than eight days before that day, any two or more of the members of the Governing Body may send to the member presiding under paragraph (b) of this Clause, a name or names for consideration by the Governing Body. A notice containing the names of candidates to be considered for the office of Master, including names put forward by any of the Trustees under paragraph (b) of this Clause, shall be sent by the said presiding member to each member of the Governing Body not less than seven days before the day of election. No name may be proposed at the meeting for the election which has not been included in such notice. No person shall be proposed for the office of Master unless the proposers are satisfied that he will be able and willing to make the declarations required in Clauses 4 and 5 of this Statute.

(d) At the meeting for the election, the Vice-Master or, in his absence, the senior member present shall preside. The votes shall be given in writing and the person in whose favour more than half of the members present and voting shall have voted shall be declared elected, subject to the concurrence of the Visitor. In case of an equality of votes the presiding member shall be entitled to give a second or casting vote in addition to his ordinary vote. If no person secures the requisite number of votes, the meeting shall be adjourned.

(e) Immediately an election has been made under the provisions of paragraph (d) of this Clause, whether at the first meeting or after an adjournment or adjournments, the member then presiding shall notify the Visitor and ask his concurrence. As soon as he receives notice of the Visitor's concurrence he shall inform all the members of the Governing Body that the election is now complete.

(f) If the Visitor refuses to concur with an election made under paragraph (d) of this Clause, the election shall be considered void, and a fresh election shall take place as if the vacancy in the office of the Master had now first occurred.

(g) There may be any number of votings under paragraphs (d) and (f) of this Clause, but if the election of a Master shall not have been completed within the period of nine months from the original occurrence of the vacancy then on the petition of any three members of the Governing Body Her Majesty in Council may appoint a Master.

### *Pre-election*

3. In the event of an election to the office of Master under the powers conferred by Statute X, Clause 11, the Vice-Master or any three members of the Governing Body may call the meeting described under Clause 2(a) of this Statute. Thereafter the procedure shall be the same as if the office was already vacant. The Master shall not be present at any meeting concerning the election of his successor.

### *Presentation*

4. As soon as may be after the election of a Master, one or more of the Fellows deputed for the purpose shall present the Master to the Visitor and shall deliver to the Visitor a letter under the College seal announcing the election. The Master shall in the presence of the Visitor make a declaration that he will faithfully perform the duties of his office and that he will observe the provisions of the Charter, Statutes, By-laws and Regulations of the College for the time being in force.

### *Installation*

5. The Master shall be installed in the College Chapel in the course of Divine Service. The Vice-Master or the senior Official Fellow present shall conduct the Master to his stall, and the Master, having been thus installed shall thereupon make the following declaration:-

“I, A.B., elected Master of the College of St Peter le Bailey, do solemnly declare that I will observe and uphold its Charter, Statutes, By-laws and Regulations, that in exercising my responsibility for religious teaching and worship within the College I will maintain its established traditions, and that I will endeavour to fulfil the purposes of the founder of the College and to promote its aims and interests as a place of religion, education and learning”.

### *Duties and Authority*

6. The superintendence of the College in all its departments shall be vested in the Master, subject to the Statutes of the College in force for the time being. He shall have pre-eminence and authority over all the other members of the College and over all persons thereunto belonging and shall cause all the other members of the College and persons thereunto belonging to perform the duties of their respective offices or positions within the College. The Master may, in the exercise of his authority, inflict on members of the College *in statu pupillari* such reasonable penalties as he shall think fit, which penalties may, subject to the provisions of these Statutes, include the removal of names from the College Books. He may take some part in the teaching of members of the College *in statu pupillari* but shall not receive any additional emolument for doing so. He may perform all or part of the duties of any office within the College, if the Governing Body shall, with his consent, so determine.

### *Stipend and Emoluments*

7. There shall be paid to the Master out of the revenues of the College an annual stipend of not less than £750, the amount to be fixed by the Governing Body, together with an annual allowance of not less than £450 to meet the expenses of entertainment and any other charges incurred by him by reason of his tenure of office. In addition to the above stipend he shall be entitled to the use of the Master's Lodgings, free of rent, rates, and taxes, all necessary repairs being defrayed from the revenues of the College.

### *Residence*

8. The Master shall reside in the College, or in such house outside the College as may be designated the Master's Lodgings by the Governing Body, for at least seven months in each Academic Year, of which not less than seven weeks shall fall within each Full Term, provided that in case of illness or other reasonable cause the Visitor may dispense the Master from his obligations to reside for as long as he may judge to be required by the necessity of the case.

### *Other Appointments*

9. The Master shall not hold any office other than that of Vice-Chancellor inside or outside the University to which an annual stipend or other emolument is attached, except with the consent of the Governing Body, which may require some adjustment of the stipend payable to the Master out of the revenues of the College.

### *Tenure*

10. The Master shall, subject to the provisions of these Statutes, hold office from the day on which his election was completed until the 30<sup>th</sup> day of September next following the 67<sup>th</sup> anniversary of his birth, or if such anniversary of his birth falls on the 30<sup>th</sup> day of September then until such anniversary and no longer: provided that the Governing Body may by an affirmative vote taken by ballot of not less than two-thirds of its members voting permit the Master to retain office, subject to the provisions of these Statutes, for a further period or periods not exceeding three years in all.

### *Founder's Purposes*

11. The Master in the exercise of his functions as defined by these Statutes shall have due regard to the purposes of the founder of the College and shall strive to carry out his functions in the way which, according to his judgment in the circumstances of the time, may best fulfil such purposes.

## STATUTE V. FELLOWS, OFFICERS AND LECTURERS

### *Classes of Fellowships*

1. The Fellowships which may be held in the College shall be of the following classes:-

(a) *Professorial Fellowships*, tenable by University Professors, University Readers, and holders of other University offices which are declared by any University Statute or Decree to qualify the holder for a Professorial Fellowship.

(b) *Official Fellowships*, tenable by the Vice-Master, the Tutors and such other officers of the College and such holders of University teaching posts as the Governing Body shall from time to time determine.

(c) *Research Fellowships*, tenable by persons who, in the opinion of the Governing Body, have conducted, or are likely to conduct, valuable advanced study or research and who undertake to pursue some course of advanced study or research in the College or in the University or (with the approval of the Governing Body) elsewhere.

(d) *Supernumerary Fellowships*, tenable by persons whose services as Fellows would, in the opinion of the Governing Body, be of advantage to the College.

(e) *Emeritus Fellowships*, tenable by persons who have vacated Official or Professorial Fellowships in the College, or such other offices in the College as shall, in the opinion of the Governing Body, render them eligible.

(f) *Honorary Fellowships*, tenable by distinguished persons connected with the College, or eminent benefactors of the College.

### *Professorial Fellowships*

2. (a) Every Professor whose Professorship has been allocated to the College by the Hebdomadal Council shall be admitted a Fellow on his appointment to the Professorship (provided that the College had the right to be represented on the Board which elected him to his Professorship) and shall be appointed a member of the Governing Body. The appointment of holders of other qualifying offices to the Professorial Fellowships shall be made by the Governing Body; such persons may at a Stated Meeting be elected to membership of the Governing Body.

(b) A Professorial Fellow shall vacate his Fellowship and any office which he holds in the College on resigning or otherwise vacating his Professorship or Readership or other qualifying office.

(c) A Professorial Fellow may be deprived of his Fellowship for the same causes and in the same manner as other Fellows, and the Statutes, By-laws and Regulations of the College may be enforced against him as against other Fellows.

(d) If a Professorial Fellow be deprived of his Professorship or Readership or other qualifying office by any authority constituted in that behalf by Statutes made for the University he shall *ipso facto* vacate his Fellowship.

(e) A Professorial Fellow shall have no stipend as such from the College, he shall however be admitted to the privileges of Clause 23 of this Statute.

#### *Official Fellowships*

3. (a) The appointment or reappointment of all Official Fellows of the College shall, subject to the provisions of these Statutes, be made by the Governing Body at a Stated Meeting.

(b) Official Fellows of the College shall be appointed for such periods not exceeding seven years as the Governing Body may from time to time determine, at the expiration of which they shall be re-eligible, but no Official Fellow may hold his Fellowship after the 30<sup>th</sup> day of September next following the 67<sup>th</sup> anniversary of his birth, or if such anniversary of his birth falls on the 30<sup>th</sup> day of September, then he shall hold it only until such anniversary. Any Official Fellow of the College whom the Governing Body shall decide to reappoint shall, in so far as may be practicable, be reappointed at least one year before the expiration of his Fellowship. Such reappointment shall take effect as from the date on which the term of his Fellowship expires.

(c) Official Fellows of the College shall reside within the University during Full Term, but the Governing Body may in case of sickness or for any other sufficient reason dispense with the residence of a Fellow of the College for such period as it thinks proper. Any Official Fellow may be required by the Governing Body to reside in College during Full Term.

(d) Subject to the needs and financial resources of the College, the Governing Body shall have power to grant leave of absence to an Official Fellow on such terms as to period and emolument as it may determine.

(e) Subject to the provisions of these Statutes, the Governing Body may from time to time determine the reasonable stipends and emoluments of the Official Fellows; provided that it shall be lawful for the Visitor upon the petition of any Official Fellow of the College whose stipend or emolument may have been diminished in exercise of the foregoing power to disallow such diminution, if he shall think fit.

#### *Research Fellowships*

4. (a) The Governing Body may from time to time elect as a research Fellow any person duly qualified as in Clause 1(c) of this Statute on such terms as it thinks fit. It may designate such a Fellowship "Senior" or "Junior" if the circumstances seem to warrant such a designation and may at a Stated Meeting elect a Research Fellow to membership of the Governing Body.

(b) A Research Fellow may be admitted to any or all of the privileges of Clause 23 of this Statute.

### *Supernumerary Fellowships*

5. (a) The Governing Body may from time to time elect as a Supernumerary Fellow on such terms as it thinks fit any person duly qualified as in Clause 1(d) of this Statute, provided that the total number of Supernumerary Fellows at the time of such election shall not exceed one quarter of the number of Official Fellows.

(b) A Supernumerary Fellow shall have no stipend as such from the College. He may exercise such functions (if any) as the Governing Body shall determine, may be admitted to any or all of the privileges of Clause 23 of this Statute and may be elected at a Stated Meeting to membership of the Governing Body.

### *Emeritus Fellowships*

6. (a) The Governing Body may from time to time elect as an Emeritus Fellow any person duly qualified as in Clause 1(e) of this Statute.

(b) An Emeritus Fellow shall have no stipend as such from the College, and shall not be entitled to exercise any functions, but may be admitted to any or all of the privileges of Clause 23 of this Statute.

### *Honorary Fellowships*

7. (a) The Governing Body may from time to time elect as an Honorary Fellow any person duly qualified as in Clause 1(f) of this Statute.

(b) An Honorary Fellow shall not be entitled to receive any pecuniary emolument or to exercise any functions, but may enjoy such privileges and advantages as the Governing Body shall from time to time determine.

### *Declaration on Appointment*

8. (a) Every Official and Supernumerary Fellow of the College shall on his appointment be admitted to his Fellowship by the Master at a meeting of the Governing Body and shall make before the Master and the other members of the Governing Body present at the meeting a declaration that he will be true and faithful to the College, and will observe its Charter, Statutes, By-laws and Regulations, and promote its objects, interests and studies as a place of religion, education and learning.

(b) Every Professorial and Research Fellow of the College shall on his appointment be admitted to his Fellowship by the Master at a meeting of the Governing Body and shall make before the Master and the other members of the Governing Body present at the meeting a declaration that he will be true and faithful to the College, and will observe its Charter, Statutes, By-laws and Regulations, and promote its interests and studies.

### *Precedence*

9. The Vice-Master shall take rank next in precedence to the Master: other Fellows of the College who are members of the Governing Body shall take seniority according to the date of their appointment, provided that Fellows of the College reappointed under Clause 3(b) of this Statute shall retain the seniority which they had previously attained.

### *Vacation of Fellowship*

10. (a) An Official Fellow or other Officer of the College shall, subject to the provisions of these Statutes, vacate his Fellowship and office or offices in the College on any of the Following occurrences, that is to say:-

(i) On the acceptance of the Headship of the College or of any College, New Foundation, or Permanent Private hall, or of a Fellowship in any College, New Foundation or Permanent Private Hall within the University, whether stipendiary or non-stipendiary (other than a Honorary Fellowship).

(ii) On the acceptance of any office or engagement in any occupation which in the opinion of the Governing Body interferes with the discharge of his duties to the College.

(b) If an Official Fellow or other Officer of the College shall through sickness have been incapable of duly performing the duties of his office during three successive terms, he may, subject to the provisions of Statute II, Clause 5, be required by the Governing Body to vacate his office.

(c) If any Fellow or other Officer of the College is guilty of grave immorality or misconduct, or of neglect or inefficiency in the discharge of his duties, or of contumacious disobedience to any of the provisions of the Charter, Statutes, By-laws or Regulations of the College, he may, subject to the provisions of Statute II, Clause 5, be deprived of his office by the Governing Body after due inquiry.

Provided that, subject to the provision of Clause 7(a) of Statute XV, nothing in paragraph (a) (ii), (b) or (c) of this Clause shall apply to any member of the academic staff to whom Statute XV applies.

### *External Appointments*

11. An Official Fellow or other Officer of the College who shall have the intention of accepting any salaried appointment or office not connected with the College shall give written notice of his intention to the Master, and if the Governing Body shall be of the opinion that the duties of such appointment or office would be incompatible with the due performance of his duties as Fellow or other Officer of the College, he shall be warned by the Master (subject to the provisions of Statutes XV) that he will be required to relinquish his Fellowship and office or offices in the College, if he shall accept such appointment or office.

### *Officers of the College*

12. The Officers of the College shall be the Vice-Master, the Chaplain, the Bursar, the Dean, the Dean of Degrees, the Senior Tutor, the Librarian, and such other Officers as the Governing Body may from time to time deem necessary for the instruction and discipline of members of the College. The stipends, duties and conditions of office of all officers shall, subject to the provisions of these Statutes, be determined by the Governing Body. More than one office may be held by the same person.

#### *Vice-Master*

13. (a) The Vice-Master shall be appointed by the Governing Body from among the Fellows. He shall hold office for four years and shall be eligible for reappointment.

(b) During a vacancy in the office of Master, the Vice-Master shall exercise all the powers and duties of the Master, except those defined in Clause 14 of this Statute and in Statute IX, Clause 1. If during such a vacancy the Vice-Master shall be absent from Oxford or incapacitated, any Fellow of the College may be authorised by the Governing Body to exercise such of the powers and discharge such of the duties of the Master's office, other than those defined as aforesaid, as the Governing Body may from time to time determine.

(c) If the Master is absent from Oxford or incapacitated the Governing Body may authorize the Vice-Master, or if he also is absent or incapacitated any other Fellow of the College, to exercise such of the powers and discharge such of the duties of the Master's office, other than those defined as aforesaid, as the Governing Body may from time to time determine.

#### *Chaplain*

14. The Chaplain shall be appointed by the Master with the consent of the Governing Body for the conduct of Divine Service in the Chapel of the College, for the pastoral care of its members, and for the discharge of such teaching and other duties within the College as the Governing Body may determine. He shall be in Holy Orders of the Church of England or some other Church of the Anglican Communion, and a person well qualified to give religious instruction and counsel to members of the College. No person shall be competent to act as Chaplain unless and until he shall have signed a declaration in writing in the following form namely:-

“I, A.B., do solemnly and sincerely declare that I approve the objects and principles for which the College of St Peter le Bailey was established as set out in the Charter of the College and will use my best endeavours in all respects to perform and observe the provisions and conditions thereof.”

It shall be open to the Governing Body to elect the Chaplain, at the time of his appointment or subsequently, to an Official Fellowship.

### *Bursar*

15. The Bursar shall be appointed by the Governing Body. It shall be his duty to manage under the direction of the Governing Body the property, investments, income and expenditure of the College. He shall be responsible for the annual accounts and the arrangements for their audit, for the supervision of the College Staff and for the performance of such other duties as the Governing Body may from time to time determine. It shall be open to the Governing Body to elect him, at the time of his appointment or subsequently, to an Official Fellowship.

### *Dean*

16. The Dean shall be appointed by the Governing Body and shall have charge of the discipline of the College and shall perform such other duties as the Governing Body may determine. Unless specially dispensed by the Governing Body, he shall reside in College during Full Term. The Master may delegate to the Dean such disciplinary powers vested in him by Statute IV, Clause 6 over members of the College *in statu pupillari*, as he thinks fit. It shall be open to the Governing Body to elect him, at the time of his appointment or subsequently, to an Official Fellowship.

### *Dean of Degrees*

17. The Dean of Degrees shall be appointed by the Governing Body from among the Fellows of the College. He shall be responsible for the signing of graces and the presentation of candidates for matriculation and for degrees.

### *Senior Tutor*

18. The Senior Tutor shall be appointed by the Governing Body from among the Official Fellows and shall exercise such administrative duties as may be assigned to him in regard to the courses of study of all members of the College *in statu pupillari*. He shall hold office for four years and shall be eligible for reappointment.

### *Librarian*

19. The Librarian shall be appointed by the Governing Body. He shall have such responsibility for the administration and upkeep of the College Library and such powers of discipline over members of the College *in statu pupillari* in relation to the use of the Library as the Governing Body may determine. It shall be open to the Governing Body to elect him, at the time of his appointment or subsequently, to an Official Fellowship.

### *Tutors*

20. Tutors shall be appointed by the Governing Body from among the Fellows and Lecturers of the College and they shall exercise direct supervision over the conduct and course of study and the general welfare of such members of the College *in statu pupillari* as the Governing Body may assign to them and shall engage in the educational work of the College in such other ways as the Governing Body may require.

### *Lecturers*

21. Lecturers not being Fellows of the College may be appointed by the Governing Body to supervise the course of study of members of the College *in statu pupillari*. The conditions of their appointment shall be determined by the Governing Body.

### *Degrees*

22. Any person appointed to be a Tutor or Lecturer of the College shall have passed all examinations required for the degree of B.A. of the University, or shall in the judgement of the Governing Body hold an equivalent qualification. Every Tutor of the College shall take the degrees of B.A. and M.A., or, if not qualified to take those degrees, such other degrees in the University, if any, as he is qualified to take, as soon as the Statutes of the University permit, provided that the Governing Body may for reasonable cause allow a Tutor to postpone taking a degree for such period (not exceeding one year) as it may think fit.

### *Common Dinner and Common Lunch*

23. The Governing Body may set apart and allow out of the revenues of the College a moderate sum for the provision of a Common Dinner and a Common Lunch whether in the Dining Hall or in some public room in the College, of which the Master, Official and Professorial Fellows shall be entitled to partake without charge. The same privilege may be extended in whole or in part by the Governing Body to any other Fellow and to any Officer or Lecturer of the College not being a Fellow.

## **STATUTE VI. TUITION AND THE TUITION FUND**

### *Tuition*

1. The Governing Body shall provide courses of instruction for the undergraduate members of the College during at least twenty-four weeks in the academical year exclusive of the time devoted to any College examinations.

### *Tuition Fund*

2. Towards the payment of the salaries (including superannuation contributions) of Tutors and Lecturers and for defraying other expenses connected with the instruction of members of the College *in statu pupillari* there shall be a fund called the Tuition Fund into which shall be paid:-

- (a) The tuition fees of members of the College.
- (b) Such annual sum not exceeding £10 for each member of the college *in statu pupillari* receiving tuition in the current academic year, as the Governing Body may from time to time determine.
- (c) Such annual sum as the Governing Body may determine not exceeding £100 for each Official Fellow of the College performing teaching duties in that year.

(d) Such benefactions as, being at the free disposal of the Governing Body, may be allocated thereto.

#### *Balances*

3. Any balance in the Tuition Fund at the end of any year may be placed in a Tuition Reserve Fund or in a College Reserve Fund if the Governing Body so determine.

### **STATUTE VII. PENSIONS**

#### *Policies of Assurance*

1. The Governing Body shall, save as is provided in Clauses 4 and 5 of this Statute, effect within three months of his appointment, or as soon as practicable thereafter, a policy or policies of assurance upon the life of (a) the Master, (b) each stipendiary Fellow, and (c) each stipendiary Officer of the College under the scheme known as the Federated Superannuation System for Universities. Save also as is provided in Clause 5 of this Statute, the Governing Body shall effect such supplementary policies as may from time to time be required by that System.

When effecting such assurance the Governing Body shall take into consideration the wishes of the person assured, provided that the Federated Superannuation System is not thereby infringed, and shall follow that System in regard to the effecting of new policies from time to time and all other matters relating to the assurance.

#### *Contributions*

2. (a) The Governing Body shall deduct from the total annual stipend (as hereinafter defined) of the assured a sum not exceeding 5 per centum of such stipend (hereinafter called the subscriber's contribution) and shall pay or apply this sum annually together with an annual sum (hereinafter called the College's contribution) which with the subscriber's contribution is equal to 15 per centum of such annual stipend either as a premium on the policy or policies mentioned in Clause 1 of this Statute or in accordance with Clause 5 hereof.

(b) The College's contribution shall be paid either out of any Trust Fund lawfully applicable for such purposes or out of the Tuition Fund or out of Corporate Revenues or from more than one of these sources in such proportions as the Governing Body shall determine.

#### *Definition of Total Annual Stipend*

3. For the purpose of this Statute the "total annual stipend" shall be calculated without regard to the value of any prescribed allowances made under these Statutes or otherwise.

#### *Transfer of Policies*

4. The transference to the Governing Body of a policy effected under the Federated Superannuation System by some other institution shall be deemed to be equivalent to the effecting of a policy by the Governing Body as required under Clause 1 of this Statute.

*Provision for Special Cases*

5. If it shall appear to the Governing Body that, in any special case, it is undesirable to effect such a policy or policies as required under Clause 1 of this Statute, it may – with the consent of the person concerned – invest the sums available under Clause 2 hereof in Securities which are authorised by law for the investment of Trust Funds or place such sums in a deposit account in the Post Office Savings Bank or a Trustee Savings Bank on behalf of the person concerned.

*Power to Increase Pensions*

6. (a) If it appears to the Governing Body that the benefits applicable under the preceding clauses of this Statute are inadequate in the case of the Master or any other assured person (including any person to whom Clause 7 hereof applies) it may, subject to the provisions of this clause, make such additional provision for his benefit as it may in its absolute discretion from time to time determine.

(b) No additional provision made for any person under this clause shall exceed such a sum as will, together with the benefits applicable on his behalf under the preceding clauses of this Statute, provide:-

(i) an annuity equal to two-thirds of his total annual stipend at the date when he ceases to be in the service of the College and payable from that date until the date of his death, and

(ii) an annuity equal to one half of his total annual stipend at the date when he ceases to be in the service of the College and payable from the date of his death until the date of the death of his wife.

*Provision for Persons other than those Specified in Clause 1*

7. (a) If any person other than those described in Clause 1 of this Statute is engaged for a period exceeding one year by the Governing Body to perform educational, religious, or administrative duties in the College or if such a person having served for two years on an annual tenure shall be then reappointed the Governing Body may effect an assurance or make an investment in Securities which are authorised by Law for the investment of Trust Funds or place sums in a deposit account in the Post Office Savings Bank or a Trustee Savings Bank on his behalf in the same manner and under the same conditions as if he were a stipendiary Fellow.

(b) Such provision shall be made on behalf of any such person if his total annual stipend from the College is £300 per annum or more.

*Contributions Payable from More than One Source*

8. Where any person comes under the System both under or by virtue of this Statute and also under or by virtue of any Statute of any other College or of any Statute or Decree of the University, the Governing Body shall, so far as is practicable, enter into an arrangement with the Governing Body of such last-mentioned College or the body or authority designated by such Statute or Decree, as the nature of the case may require, as regards the application of the System to such person, and any such arrangement may provide for the Trusteeship arising under the

System being exercised exclusively either by the Governing Body or by such other College or such other body or authority as aforesaid or otherwise as may be necessary or convenient for unifying the administration of the System as regards such person, provided that no such arrangements shall reduce any deduction or contribution provided for by the System as applied by this Statute.

*Transfer to Universities Superannuation Scheme*

9. (a) Notwithstanding the foregoing provisions of this Statute the Governing Body may appoint a Day of Accession to the Universities Superannuation Scheme ("the New Scheme") in order that the Federated Superannuation System for Universities ("the Old Scheme") may be replaced in whole or in part by the New Scheme upon such terms whether transitional or otherwise as the Governing Body may decide.

(b) From the date of such accession every Master Stipendiary Fellow and Stipendiary Officer of the College to whom the provisions of the New Scheme shall apply shall conform to the provisions and rules of the New Scheme to the extent that such provisions and rules may be applicable to his circumstances and the Governing Body shall have authority to exercise all such powers as may belong to an Institution participating in the New Scheme provided that neither the Master nor any Stipendiary Fellow nor any Stipendiary Officer of the College shall be required to join the New Scheme unless he first takes up an appointment in the College on or after the said Day of Accession and is not at the time of taking up such appointment a member of the Old Scheme.

(c) The College and every member of the New Scheme shall contribute to the New Scheme in accordance with the rules of the New Scheme.

(d) By-laws and regulations which may fall to be made in connection with the New Scheme shall be made by the Governing Body under paragraphs 7 and 8 of Statute X.

**STATUTE VIII. MEMBERS IN STATU PUPILLARI**

*Scholarships and Exhibitions*

1. (a) The Governing Body shall have power to establish scholarships and exhibitions in the College, to determine (subject to the provisions of any relevant trust deed) the number of open scholarships and exhibitions to be offered for competition in each academical year and to determine what sum in addition to any sums provided by trust funds or other special endowments shall be set aside out of general revenues of the College in each academical year for the provision of scholarships and exhibitions.

(b) Subject to the provisions of these Statutes, and of any relevant trust deed, the Governing Body shall determine from time to time the subjects for which scholarships and exhibitions shall be awarded, the method of election and admission and the conditions of tenure; provided that no scholarship or exhibition other than a Besse scholarship or exhibition shall be awarded before entry unless the attainments of the candidates shall have been tested by an open examination instituted for the purpose.

(c) If the Governing Body shall be in doubt in regard to any matter affecting the assignment of emoluments to scholars and exhibitioners it shall consult the Central Scholarship Committee appointed by the Statute of the University.

(d) Scholarships and exhibitions shall be awarded for one year in the first place, but may be renewed for one year at a time, provided that the total term shall not exceed six years. Members of the College *in statu pupillari* already in existence shall be eligible for scholarship and exhibitions on such conditions as the Governing Body may determine.

(e) Every scholar and exhibitioner may, subject to the provisions of Statute II, Clause 5, be deprived by the Master of, or suspended from, his scholarship or exhibition or any part of the emoluments thereof for neglect of his studies or other misconduct if the Governing Body shall so decide.

(f) Every scholar or exhibitioner who shall marry or be admitted to a Fellowship in the College or to a Fellowship or scholarship or exhibition in any College, or shall accept any office or appointment or undertake any duties which the Governing Body declares to be inconsistent with the tenure of a scholarship or exhibition, shall thereby vacate his scholarship or exhibition; provided that his scholarship or exhibition may be renewed if for good and sufficient reason the Governing Body at its absolute discretion so decides.

(g) A scholar or exhibitioner elected after an examination in a particular subject may pursue another recognised subject of academic study, provided that he shall have obtained the consent of the Governing Body.

#### *Commoners*

2. The Master shall have control over the choice and admission of Commoners, subject to such conditions as the Governing Body may make.

#### *Regulations*

3. (a) Members of the College *in statu pupillari* shall be subject to such regulations as to residence, instruction, discipline and attendance at Divine Worship (subject to the provisions of the Universities Tests Act, 1871) as the Governing Body shall from time to time make.

(b) All regulations with regard to the expenditure within the College by members of the College *in statu pupillari* shall be made by the Governing Body.

#### *Removal*

4. Any member of the College *in statu pupillari* may, subject as regards scholars and exhibitioners to the provisions of Statute II, Clause 5, be removed from the College by the Master for such causes as the Master or the Governing Body may judge to be sufficient. If the Master exercises his power of removal, he shall report his action to the Governing Body at its next meeting.

### *Definition*

5. The term *in statu pupillari* shall be understood for the purposes of these Statutes to mean not only the undergraduate members of the College but also any graduate members who are receiving instruction.

### *Financial Assistance*

6. The Governing Body shall have power to make grants at its discretion to any member of the College *in statu pupillari* whom it considers to be in need of assistance.

## **STATUTE IX. THE CHAPEL**

### *Services*

1. The Master shall have control over the Chapel and its services which shall be conducted according to the use of the Church of England. The Holy Communion shall be celebrated in the Chapel on every Sunday during Full Term and on such other days as the Master may appoint. Morning or Evening Prayer or some abridgment thereof shall be said or sung daily during Full Term.

### *Maintenance*

2. The Governing Body shall make reasonable financial provision for the maintenance of the Chapel and its services.

## **STATUTE X. GOVERNMENT OF THE COLLEGE**

### *Stated Meetings*

1. There shall be at least three Stated Meetings of the Governing Body in every year of which one shall be held in each of the University Terms. The Governing Body shall decide the dates of Stated Meetings. At least seven days' notice in writing stating the place, the day and the hour of the meeting, and indicating the nature of the business to be transacted thereat, shall be given by the Master to each member of the Governing Body, and at least fourteen days' notice if it is proposed to pass a Special Statute to repeal, amend, or add to the provisions of the Charter of the College. No business of which notice has not been given may be transacted.

### *College Meetings*

2. In addition to Stated Meetings there may be other meetings of the Governing Body (to be known as College Meetings) for the disposal of business not specifically assigned to Stated Meetings. Reasonable notice in writing stating the place, the day and the hour of the meetings, and indicating the nature of the business to be transacted thereat, shall be given by the Master to each member of the Governing Body and at least fourteen days' notice in writing shall be given if the meeting is summoned to confirm a Special Statute to repeal, amend, or add to the provisions of the Charter of the College. Business of which notice has not been given may be transacted at

such a meeting only if all the members present are willing so to allow, and provided that any business thus transacted shall be subject to confirmation at the next College Meeting.

#### *Power to Summon Meetings*

3. The Master may summon a College Meeting at any time, and shall do so either at such times as may be decided upon by the Governing Body or upon the written request of three or more members of the Governing Body. Such requests shall specify the object of the desired meeting. If the Master refuse or fail to convene a meeting within three weeks of the receipt of such request, the aforesaid three or more members may summon it.

#### *Quorum*

4. No business shall be transacted at any Stated Meeting unless at least half the members of the Governing Body be present, nor at any College Meeting unless at least three members be present.

#### *Chairmanship of Meetings*

5. Except as is otherwise provided in these Statutes, the Master shall preside at all meetings of the Governing Body, and shall have the right to preside at all meetings of all committees appointed by the Governing Body. Whenever he presides over a meeting of the Governing Body, he shall have, in case of there being an equality of votes, a casting vote in addition to his ordinary vote. If the Master shall be absent from a meeting of the Governing Body, the Chairman shall be the Vice-Master or in his absence the senior member of the Governing Body present, and in the case of equality of votes such Chairman shall have a casting vote in addition to his ordinary vote.

#### *Voting*

6. Except as otherwise provided by the Statutes of the College, all decisions of the Governing Body, or of any committee appointed by the Governing Body, shall be determined in accordance with the votes of a majority of those present and voting. In any vote on the re-election or on the removal of a member such member shall not vote and shall not be counted in reckoning any necessary majority.

#### *By-Laws and Regulations*

7. Subject to the provisions of these Statutes the Governing Body may make By-laws and Regulations for the College. By-laws shall be made, altered, or rescinded only at Stated Meetings

#### *Record of By-Laws and Regulations*

8. A proper record shall be kept of all By-laws and Regulations made and varied in accordance with the provisions of this Statute, and likewise of all rescissions of By-laws and Regulations.

### *Minutes of Meetings*

9. Minutes shall be kept of the proceedings of all meetings of the Governing Body, and the Minute Book shall be accessible to all members of the Governing Body at all reasonable times.

### *Sealing*

10. The Common Seal of the College shall be in the custody of the Bursar. Every document requiring to be sealed by the Common Seal shall be sealed in the presence of the Master and the Bursar or in the presence of one of them and of one of the Official Fellows, and every use of the Seal shall be recorded in a book kept for the purpose.

### *Pre-election*

11. When any position or office in the College is about to become vacant at a known date by resignation, superannuation or deprivation an election or appointment may be made not more than one year before the date of the vacancy by as nearly as possible the same procedure as if the position or office had already become vacant.

## **STATUTE XI. DISPOSAL OF REVENUES**

### *University Statutes*

1. The application of the revenues of the College under the provisions and to the purposes of these Statutes shall be subject to any Statute or Statutes made for the University under the powers of the Universities of Oxford and Cambridge Act, 1923, for enabling or requiring the Colleges to make contributions out of their revenues for University purposes, and for the payment of charges imposed thereby, provided that regard always be had in the first place to the needs of the College in itself for educational and other collegiate purposes.

### *Additional Emoluments and Allowances*

2. The Governing Body shall have power to make payments to members of the College out of its surplus Revenues for the furtherance of research or other work in any department of learning or science, and to pay children's allowances and expense allowances under such terms as may be fixed by By-law.

### *Reserve Fund*

3. The Governing Body may out of Corporate Revenues not required for the purposes of these Statutes set apart from time to time such a sum as it may think fit to form a reserve fund for new or additional College buildings or repairs to College buildings or for acquiring or providing houses or buildings to be occupied and used in connection with the College and for College purposes, or for other desirable or necessary expenditure for College purposes provided that the sum so set apart in any year shall be allowed as a deduction from the sum upon which the contributions of the College for University purposes in that year are assessed.

## STATUTE XII. POWERS OF INVESTMENT

1. This Statute shall apply to all funds and endowments of the College which are not held on any specific trust.
2. The funds to which this Statute applies may (subject as hereinafter provided) be invested by the Governing Body upon or in such securities, shares, stocks, funds or other investments (including land) in any part of the world and whether involving liability or not as the Governing Body shall in their absolute discretion think fit so that the Governing Body shall be empowered to invest and transpose the investments of such funds in the same unrestricted manner as if they were the beneficial owners thereof.
3. Provided that:-
  - (a) Any investment under the foregoing powers of capital moneys paid to the Minister of Agriculture, Fisheries and Food under the Universities and College Estates Act 1925, or of funds representing such capital moneys shall require the same consent of the said Minister as is required for an investment made in exercise of the power conferred by that Act.
  - (b) Nothing in this Statute shall authorise the sale or exchange to which the consent of the said Minister is required by sub-section (2) of Section 2 of the Universities and College Estates Act, 1925.
4. The Governing Body shall set up an Investment Advisory Committee to formulate general policy regarding investments. This Committee shall consist of at least three members, one of whom shall be a member of a Finance House or a Stockbroker of at least fifteen years' experience.
5. The Bursar shall lay before the Governing Body at least once a term a report on changes in investments.

## STATUTE XIII. ACCOUNTS

### *Accounts*

1. The Governing Body shall cause the accounts of the College to be kept in proper books of Account in such form as to enable them to be duly checked and balanced. Separate accounts shall be kept of all special trust funds held for the general benefit of the College or for particular purposes in connection therewith.

### *Audit*

2. The accounts of the College shall be audited annually by an Auditor who shall be a duly qualified accountant. Provided that no person shall be qualified to be appointed as Auditor unless he is a member of a body of accountants established in the United Kingdom and for the time being recognised by the Board of Trade for the purposes of paragraph (a) of sub-section (1) of Section 161 of the Companies Act, 1948, or any statutory modification thereof for the time being in force.

### *Records and Inventories*

3. Proper records shall be kept of all property held for the benefit of the College, or of the members or any member of it as such, including an inventory of all silver plate, pictures, printed books, manuscripts, and other articles of value and historic interest belonging to the College or to the members or any member of it as such.

### *Publication*

4. The Governing Body shall in every year cause to be prepared and delivered to the Registrar of the University for publication such information relating to the accounts of the College as may be prescribed from time to time by any Statute of the University in force for the time being.

## **STATUTE XIV. ADVOWSONS**

### *Advowsons Committee*

There shall be an Advowsons Committee consisting of the Master and three other persons chosen by him, of whom two at least shall be Official Fellows of the College. It shall be the duty of the Committee, after making all necessary inquiries, to recommend to the Governing Body the names of suitable candidates for vacant College livings. No presentation shall be made to a College living except on the recommendation of the Advowsons Committee.

## **STATUTE XV. ACADEMIC STAFF**

### **PART I: CONSTRUCTION APPLICATION AND INTERPRETATION**

1. This Statute and any By-law made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:

(a) to ensure that members of the academic staff of the College have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges;

(b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and

(c) to apply the principles of justice and fairness.

2. No provision in Part II, Part III, Part IV or Part VII of this Statute shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the College) reasonably be treated as a sufficient reason for dismissal.

### *Application*

3. (a) This Statute shall apply

- (i) to any person holding a College Office designated by the Governing Body as one to which this Statute applies;
- (ii) to any person employed by the College to carry out teaching or research save for those holding appointments which have been excluded by the Governing Body from the scope of this Statute on the ground that the duties in that regard are only of a limited nature; and
- (iii) to the Master, to the extent and in the manner set out in Part VII of this Statute.

(b) In this Statute any reference to “a member of the academic staff” is a reference to a person to whom this Statute applies.

### *Interpretation*

#### *Meaning of “Dismissal”*

4. In this Statute “dismiss” and “dismissal” mean dismissal of a member of the academic staff and

(a) include remove or, as the case may be, removal from office; and

(b) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.

#### *Meaning of “Good Cause”*

5. For the purposes of this Statute "good cause" in relation to the dismissal or removal from office or place of a member of the academic staff, being in any case a reason which is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do, means –

- (i) conviction for an offence which may be deemed by a Disciplinary Committee appointed under Part III of this Statute to be such as to render the person convicted unfit for the performance of the duties of the office or employment as a member of the academic staff; or
- (ii) conduct of an immoral, scandalous or disgraceful nature incompatible with the duties of the office or employment; or
- (iii) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office or employment; or
- (iv) physical or mental incapacity established under Part IV of this Statute; or

- (v) wilful disruption of the activities of the College; or
  - (vi) wilful disobedience of any of the Statutes or By-laws of the College in force for the time being.
- (b) In this Clause
- (i) *capability* in relation to such a member, means capability assessed by reference to skill, aptitude, health or any other physical or mental quality; and
  - (ii) *qualifications*, in relation to such a member, means any degree, diploma or other academic, technical or professional qualification relevant to the office or position held by that member.

#### *Meaning of "Redundancy"*

6. For the purposes of this Statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:-

(a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or

(b) the fact that the requirements of that activity for members of the academic staff of the College to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.

#### *Incidental, Supplementary and Transitional Matters*

7. (a) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute of the College in force on the date on which the instrument making these modifications was approved under subsection (9) of Section 204 of the Education Reform Act 1988, and over those of any By-law, and the provisions of any By-law made under this Statute shall prevail over those of any By-law made under such other Statutes of the College: provided that Part III, Part IV and Part VII of this Statute shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of Section 204 of the Education Reform Act 1988; provided also that disciplinary proceedings in relation to anything done or omitted to be done before that date may continue or be instituted after that date under the relevant College Statutes in force before that date.

(b) Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this Statute concerning the dismissal of a member of the academic staff of the College by reason of redundancy or for good cause; provided that this shall not invalidate any waiver made under section 142 of the Employment Protection (Consolidation) Act 1978.

(c) Nothing in any other Statute of the College shall enable the Governing Body to delegate its power to reach a decision under Clause 10(b) of this Statute .

(d) For the avoidance of doubt it is hereby declared that nothing in Part III of this Statute shall be construed as affecting the Statutes and By-laws of the College concerning re-election on the expiry of a fixed term of a Fellowship.

(e) In any case where an officer of the College or any person is designated to perform any duties or exercise any powers under this Statute, and that officer or person is himself involved in the matter in question, the Governing Body may appoint an alternate to act in his place under procedures prescribed by By-laws made under this Statute.

(f) No one shall sit as a member of any of the bodies established under this Statute and no one shall be present at a meeting of such body when the body is considering its decision or discussing a point of procedure, except as provided by this Statute or by By-laws made under this Statute.

(g) In this Statute references to numbered Parts, Clauses, and paragraphs are references to Parts, Clauses, and paragraphs so numbered in this Statute.

## **PART II: REDUNDANCY**

### *Purpose of Part II*

8. This Part enables the Governing Body, as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.

### *Exclusion from Part II of Persons Appointed or Promoted before 20<sup>th</sup> November 1987*

9. (a) Nothing in this Part shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless

(i) his appointment is made, or his contract of employment is entered into, on or after 20<sup>th</sup> November 1987; or

(ii) he is promoted on or after that date.

For the purposes of this Clause in relation to a person, a reference to an appointment made or a contract entered into on or after 20<sup>th</sup> November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of Section 204 of the Education Reform Act 1988.

### *The Appropriate Body*

10. (a) The Governing Body shall be the appropriate body for the purposes of this Part.

(b) This Part applies only where the Governing Body has decided that there should be a reduction in the academic staff

- (i) of the College as a whole; or
- (ii) of any area of academic work within the College

by way of redundancy.

11. (a) Where the Governing Body has reached a decision under Clause 10(b) of this Statute

- (i) it may itself decide to select the requisite members of the academic staff for dismissal by reason of redundancy if such a course satisfies the guiding principles set out in Clause 1; or
- (ii) it shall appoint a Redundancy Committee to be constituted in accordance with paragraph (c) of this Clause to give effect to its decision by such date as it may specify and for that purpose
  - (1) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and
  - (2) to report their recommendations to the Governing Body.

(b) The Governing Body shall either approve any selection recommendation made under paragraph (a) (ii) (1), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.

- (c) A Redundancy Committee appointed by the Governing Body shall comprise
  - a Chairman; and
  - two Fellows, not being persons employed by the College; and
  - two members of the academic staff.

A member of the academic staff shall not be selected for dismissal under this Clause unless he has been afforded a reasonable opportunity to make representations to the Governing Body.

#### *Notices of Intended Dismissal*

12. (a) Where the Governing Body has either itself made a selection or has approved a selection recommendation made by the Redundancy Committee under Clause 11 (a) of this Statute it may authorise an officer of the College as its delegate to dismiss any member of the academic staff so selected.

(b) Each member of the academic staff selected shall be given separate notice of the selection approved by the Governing Body.

(c) Each separate notice shall sufficiently identify the circumstances which have satisfied the Governing Body that the intended dismissal is reasonable and in particular shall include

- (i) a summary of the action taken by the Governing Body under this Part of this Statute;
  - (ii) an account of the selection processes it has used;
  - (iii) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V of this Statute; and
- (d) A statement as to when the intended dismissal is to take effect.

### **PART III: DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE**

#### *Disciplinary Procedures*

13. (a) Minor faults shall be dealt with informally.

(b) Where the matter is more serious but falls short of constituting possible good cause for dismissal the following procedure shall be used:-

#### Stage 1 - Oral Warning

If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning by the Master. The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure and of the right of appeal under this Clause. A brief note of the oral warning will be kept but it will be spent after 12 months, subject to satisfactory conduct and performance.

#### Stage 2 - Written Warning

If the offence is a serious one, or if a further offence occurs, a written warning will be given to the member of the academic staff by the Master. This will give details of the complaint, the improvement required and the timescale. It will warn that charges may be instituted to be heard by a Disciplinary Committee appointed under Clause 15 of this Statute if there is no satisfactory improvement and will advise of the right of appeal under this Clause. A copy of this written warning will be kept by the Master but it will be disregarded for disciplinary purposes after 2 years subject to satisfactory conduct and performance.

#### Stage 3 - Appeals

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Master within two weeks. An Appeal Committee appointed by the Governing Body shall hear the appeal and the Committee's decision shall be final.

*Preliminary Examination of Serious Disciplinary Matters*

14. (a) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure laid down in Clause 13 (b), or in any case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by a Disciplinary Committee appointed under Clause 15 may be made to the Master.

(b) To enable the Master to deal fairly with any complaint brought to his attention under paragraph (a) he shall institute such enquiries (if any) as appear to him to be necessary.

(c) If it appears to the Master (whether on receipt of a complaint or otherwise) that there are grounds for believing that the conduct or performance of a member of the academic staff could constitute good cause for dismissal, he shall write to the person concerned inviting comment in writing and if he considers that the College might otherwise suffer significant harm may, at this stage or at any stage prior to the conclusion of any hearing by a Disciplinary Committee appointed under Clause 15 of this Statute, suspend the person concerned from the performance of his duties without loss of emoluments.

(d) As soon as may be following the comments (if any) or in any event not later than 28 days after they were invited the Master shall consider the matter in the light of all the available material and may dismiss the matter summarily, or issue an oral or written warning to the person charged, or determine that the matter be considered by a Disciplinary Committee appointed under Clause 15.

15. If the Master has determined that the matter is to be considered by a Disciplinary Committee, he shall request the Governing Body to appoint such a Committee to hear the charge or charges and to determine whether the conduct or performance of the person charged constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to his appointment or employment, and, if so, to make recommendations concerning the action (if any) to be taken as a result of the Committee's findings. Pending the consideration of such recommendations, the Master, after consulting the Governing Body, may suspend the person charged from the performance of his duties without loss of emoluments.

16. (a) A Disciplinary Committee appointed by the Governing Body shall comprise

a Chairman; and

one Fellow who is not a member of the academic staff; and

one other Fellow who may be a member of the academic staff.

(b) In selecting members of the panel for appointment as members of a Disciplinary Committee, the Governing Body shall exclude the person charged, and any person who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation.

17. (a) When a Disciplinary Committee has been appointed, the Governing Body shall instruct a solicitor or other suitable person to formulate the charge or charges and to present, or arrange for the presentation of, the charges before the Disciplinary Committee.

(b) It shall be the duty of the person formulating the charge or charges

(i) to forward the charge or charges to the Committee and to the member of the academic staff concerned, together with the other documents therein specified and a list of all witnesses the College proposes to call, with statements containing the evidence they are expected to give; and

(ii) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents and generally for the proper presentation of the case before the Committee.

18. The procedure to be followed in respect of the preparation, hearing, and determination of charges by a Disciplinary Committee shall be prescribed by By-laws made under this Statute. Such By-laws shall ensure

(a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by a Disciplinary Committee;

(b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent him are entitled to be present;

(c) that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence;

(d) that no new witness or documentary evidence may be introduced by the person presenting the charge without the Committee's consent, which shall not be given save for good reason, and that if late introduction is allowed, the member of the academic staff shall be allowed an adjournment sufficient to allow him to consider and respond to the new evidence; and

(e) such further or other action under the contract of employment or terms of appointment of the person concerned as appears fair and reasonable in the circumstances of the case; or

(f) that any charge is heard and determined as expeditiously as is reasonably practicable.

#### *Notification of Disciplinary Committee Decisions*

19. (a) The Disciplinary Committee shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations, if any, as to the appropriate penalty) to the Master, the person charged, the person presenting the charge and any person who shall have been added as a party by the Disciplinary Committee.

(b) A Disciplinary Committee shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Part V (Appeals) accompanies each copy of its decision sent to a party to the proceedings under this Clause.

*Powers of the Appropriate Officer where Charges are upheld by the Disciplinary Committee*

20. (a) Where any charge is upheld and the Disciplinary Committee finds good cause and recommends dismissal or removal from office, but in no other case, the Master shall consult the Governing Body and shall decide whether or not to dismiss the person concerned. If he decides to accept the Disciplinary Committee's recommendations he may forthwith dismiss that person.

(b) Where any charge or charges are upheld, other than where the Master has decided under paragraph (a) of this Clause to dismiss the person concerned, the action available to the Master after consulting the Governing Body (not comprising a greater penalty than that recommended by the Disciplinary Committee) shall be -

- (i) to discuss the issues raised with the person concerned; or
- (ii) to advise the person concerned about his future conduct; or
- (iii) to warn the person concerned; or
- (iv) to suspend the person concerned for such period as the Master shall think fair and reasonable, not to exceed three months after the date on which the Governing Body shall have considered the Disciplinary Committee's decision, provided that no suspension without pay may be ordered unless the terms of the contract of employment of the person concerned contain provisions expressly entitling the Master to impose such a penalty; or
- (v) such further or other action under the contract of employment or terms of appointment of the person concerned as appears fair and reasonable in all the circumstances of the case; or
- (vi) any combination of any of the above.

*Appropriate Officers*

21. (a) The Master shall be the appropriate officer to exercise the powers conferred by Clause 20 of this Statute but he may appoint a delegate to exercise those powers.

(b) Any action taken by the Master or his delegate shall be confirmed in writing and notified to the Governing Body.

**PART IV: REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS**

22. (a) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.

(b) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.

(c) In this Part references to the appropriate officer are references to the Master or an officer acting as his delegate to perform the relevant act.

(d) In this Part references to the member of the academic staff for the purposes of notification, giving consent, agreement, nomination or providing evidence include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member in addition to (or instead of) that member.

23. (a) where it appears to the Master that the removal of a member of the academic staff on medical grounds should be considered, the Master:-

- (i) shall inform the member accordingly;
- (ii) may, if the member agrees or if the Master considers that the College might otherwise suffer significant harm, suspend the member from duty without loss of emoluments; and
- (iii) shall notify the member in writing that it is proposed to make an application to the member's medical practitioner for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988.

(b) If the member elects to apply for early retirement on medical grounds he shall be allowed to do so and the College shall meet the reasonable costs of any medical opinion required.

(c) If the member does not elect to retire voluntarily on medical grounds the Master may refer the case in confidence, with any medical and other evidence (including any such evidence submitted by the member), to a Medical Board comprising one person nominated by the Governing Body; one person nominated by the member concerned or, in default of the latter nomination, by the Master; and a medically qualified chairman jointly agreed by the Governing Body and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.

(d) The Board may require the member concerned to undergo medical examination at the College's expense.

(e) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board under this Part shall be prescribed by By-laws made under this paragraph. Such By-laws shall ensure:

- (i) that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by the Board;

- (ii) that a case shall not be determined without an oral hearing at which the person charged and any person appointed to represent him are entitled to be present;
- (iii) that witnesses may be called and may be questioned concerning any relevant evidence; and
- (iv) that the case is heard and determined as expeditiously as is reasonably practicable.

24. (a) If the Board determines that the member should be required to retire on medical grounds, the Master shall consult the Governing Body, and may terminate the employment of the member concerned on those medical grounds.

(b) Any action taken by the Master shall be confirmed in writing and notified to the Governing Body.

## **PART V: APPEALS**

### *Purpose of Part V*

25. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.

### *Application and Interpretation of Part V*

26. (a) This Part applies -

- (i) to appeals against the decisions of the Governing Body to dismiss in the exercise of its powers under Part II of this Statute;
- (ii) to appeals arising in any proceedings, or out of any decision reached, under Part III of this Statute other than appeals against disciplinary warnings under Clause 13 of this Statute;
- (iii) to appeals against any dismissal otherwise than in pursuance of Part II, Part III, Part IV or Part VII of this Statute;
- (iv) to appeals against any disciplinary decision otherwise than in pursuance of Part III of this Statute;
- (v) to appeals against any decision reached under Part IV of this Statute; and
- (vi) to appeals against any decision reached under Part VII of this Statute.

and “appeal” and “appellant” shall be construed accordingly.

(b) No appeal shall however lie against:-

- (i) a decision of the appropriate body under Clause 10(b) of this Statute;

- (ii) any finding of fact of a Disciplinary Committee under Part III, or of a Tribunal under Part VII of this Statute save on legal grounds or save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing;
- (iii) any medical findings by a Board set up under Part IV Clause 23(c) of this Statute save on legal grounds or save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the appellant at that hearing.

(c) In this Part references to “the person appointed” are references to the person appointed by the Governing Body under Clause 29 to hear and determine the relevant appeal.

(d) The parties to an appeal shall be the appellant and the Master and any other person added as a party at the direction of the person appointed.

#### *Institution of Appeals*

27. A member of the academic staff shall institute an appeal by serving on the Master, within the time allowed under Clause 28 of this Statute, notice in writing setting out the grounds of the appeal.

#### *Time for Appealing and Notices of Appeal*

28. (a) A notice of appeal shall be served within 28 days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the person appointed may determine under paragraph (c) of this Clause.

(b) The Master shall bring any notice of appeal received (and the date when it was served) to the attention of the Governing Body and shall inform the appellant that he has done so.

(c) Where the notice of appeal is served on the Master outside the 28 day period the person appointed under Clause 29 of this Statute shall not permit the appeal to proceed unless he considers that justice and fairness so require in the circumstances of the case.

#### *Persons Appointed to Hear and Determine Appeals*

29. (a) Where an appeal is instituted under this Part the Governing Body shall appoint a person described in paragraph (b) of this Clause to hear and determine that appeal subject to paragraph (c) of this Clause.

(b) The persons described in this Paragraph are:-

- (i) the person who is Visitor; or
- (ii) persons not employed by the College holding, or having held, judicial office or being barristers or solicitors of at least ten years’ standing.

(c) The person appointed shall sit alone unless he considers that justice and fairness will best be served by sitting with two other persons.

(d) The other persons who may sit with the person appointed, and who shall be appointed by the Governing Body, shall be

- (i) one Fellow who is not a member of the academic staff; and
- (ii) one other member chosen from amongst members of the Governing Body to whom this Statute applies.

*Provisions concerning Appeal Procedures and Powers*

30. (a) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in By-laws made under this Clause.

(b) Without prejudice to the generality of the foregoing such By-laws shall ensure:-

- (i) that an appellant is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of his appeal;
- (ii) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed by him to represent him are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;
- (iii) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and
- (iv) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as is reasonably practicable.

(c) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may -

- (i) remit an appeal from a decision under Part II of this Statute (or any issue arising in the course of such an appeal) to the Governing Body for further consideration as the person or persons hearing the appeal may direct; or
- (ii) remit an appeal arising under Part III of this Statute for re-hearing or re-consideration by a differently constituted Disciplinary Committee to be appointed under that Part; or
- (iii) remit an appeal from a decision under Part IV of this Statute for further consideration as the person or persons hearing the appeal may direct; or

- (iv) remit an appeal by the Master arising under Part VII of this Statute for re-hearing or reconsideration by the same or a differently constituted Tribunal to be appointed under that Part; or
- (v) substitute any lesser alternative penalty that would have been open to the Master following the finding by the Disciplinary Committee which heard and pronounced upon the original charge or charges.

#### *Notification of Decisions*

31. The person appointed shall send a reasoned decision, including any decision reached in exercise of his powers under Clause 30(c) (i), (ii), (iii), or (iv) of this Statute, on any appeal and a statement of any findings of fact different from those of the Governing Body under Part II of this Statute or by the Disciplinary Committee under Part III of this Statute or of the Board under Part IV of this Statute or of the Tribunal appointed under Part VII of this Statute, as the case may be, to the Master and to the parties to the appeal.

### **PART VI: GRIEVANCE PROCEDURES**

#### *Purpose of Part VI*

32. The aim of this Part is to settle or redress individual grievances promptly, fairly and, so far as may be, within the relevant area by methods acceptable to all parties.

#### *Application*

33. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate

- (a) to matters affecting themselves as individuals; or
- (b) to matters affecting their personal dealings or relationships with other staff of the College,

not being matters for which express provision is made elsewhere in this Statute.

#### *Exclusions and Informal Procedures*

34. (a) If other remedies within the relevant area have been exhausted the member of the academic staff may raise the matter with the Master.

(b) If it appears to the Master that the matter has been finally determined under Part III, IV or V of this Statute or that the grievance is trivial or invalid, he may dismiss it summarily, or take no action upon it. If it so appears to the Master he shall inform the member and may inform the Governing Body accordingly.

(c) If the Master is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of)

- (i) a complaint under Part III of this Statute; or
- (ii) a determination under Part IV of this Statute; or
- (iii) an appeal under Part V of this Statute

he shall defer action upon it under this Part until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and he shall notify the member accordingly.

(d) If the Master does not reject the complaint under paragraph (b) of this Clause or if he does not defer action upon it under paragraph (c) of this Clause he shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for him to seek to dispose of it informally. If he so decides he shall notify the member and proceed accordingly.

#### *Grievance Committee Procedure*

35. If the grievance has not been disposed of informally under Clause 34 (d) of this Statute, the Master shall refer the matter to a Grievance Committee for consideration.

36. A Grievance Committee shall comprise three Fellows of the College appointed by the Governing Body.

#### *Procedure in Connection with Determinations and Right to Representation*

37. The procedure in connection with the consideration and determination of grievances shall be determined in By-laws in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

#### *Notification of Decisions*

38. The Committee shall inform the Governing Body whether the grievance is or is not well-found and if it is well-found the Committee shall make such proposals for the redress of the grievance as it sees fit.

### **PART VII: REMOVAL OF THE MASTER FROM OFFICE**

39. Any three members of the Governing Body may make complaint to the Vice-Master seeking the removal of the Master from office for good cause.

40. The Vice-Master shall refer such a complaint to the Governing Body, exclusive of the Master and the members making the complaint. If it appears to the Governing Body that the complaint does not raise a *prima facie* case or that it is trivial or invalid, it may determine that no further action shall be taken upon it.

41. If it appears to the Governing Body on the available material that the complaint raises a *prima facie* case and that this could, if proved, constitute good cause for the removal of the Master from office, it shall appoint a Tribunal to hear and determine the matter.

42. (a) The Tribunal appointed by the Governing Body shall comprise

an independent Chairman; and

one Fellow to whom this Statute does not apply; and

one member chosen from amongst members of the Governing Body to whom this Statute applies.

(b) In selecting the members of the Tribunal the Governing Body shall exclude the Master and any person who has been involved in or associated with the making of the complaint or any part of it or who has been involved in any preliminary hearing or investigation.

43. A charge referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in Clauses 17 to 19 of this Statute, provided:-

(a) that the Vice-Master shall perform any duty and exercise any power there assigned to the Master; and

(b) that the only recommendation the Tribunal may make is whether or not the Master should be removed from his office.

44. Where a charge or charges have been upheld and the Tribunal finds good cause and recommends dismissal, but in no other case, the Vice-Master shall consult the Governing Body and may then dismiss the Master.

45. Where a complaint is to be referred to a Tribunal under Clause 41 of this Statute, the Vice-Master may, if he considers that the College might otherwise suffer significant harm, suspend the Master from his duties in all matters relating to the government and discipline of the College without loss of emoluments.

46. For the purpose of the removal of the Master from his office for incapacity on medical grounds, the provisions of Part IV of this Statute shall have effect, provided that the Vice-Master shall perform any duty or exercise any power there assigned to the Master.

47. For the purpose of appeals by the Master against removal from office, the provisions of Part V of this Statute shall have effect, provided that the Vice-Master shall perform any duty or exercise any power there assigned to the Master.

## STATUTE XVI. PROVISIONS RELATIVE TO THE UNIVERSITY

### *General Powers of the Hebdomadal Council*

1. If at any time it appears to the Hebdomadal Council of the University that any provision of these Statutes or of any other Statutes of the College in force for the time being respecting the accounts of the College, or any other provision of such Statutes by the non-observance of which any interest of the University is liable to be prejudicially affected, is not duly observed, the Hebdomadal Council may submit a representation to the Visitor; and the Visitor shall, upon receiving such representation, inquire into the matter and after considering any representation made by the College, make such order therein as he shall deem just for enforcing the due observance of the said Statutes in the matter to which the representation shall relate.

### *Special Powers of the Hebdomadal Council*

2. The Hebdomadal Council may in like manner make a representation to the Visitor if it shall appear that regard is not had by the College in electing the Research Fellows to the requirements of the different branches of study pursued in the University, or that any of the provisions of Statute V of these Statutes are not duly observed by the College.

### *Notice to the Master*

3. Before any representation is made under the foregoing provisions, the Vice-Chancellor shall communicate the matter of the proposed representation to the Master for the information of the Governing Body, and when a representation is made shall forthwith send him a copy of it.

### *Notice of Change of Statutes*

4. Every proposal for a change in the Statutes of the College in force for the time being or in the Charter of the College shall be communicated to the Hebdomadal Council before it is submitted to Her Majesty in Council, and the Governing Body, in forwarding the draft Statute as amended for the approval of Her Majesty, shall state expressly that it has been so communicated.

### *Consent of University*

5. No Statute made by the Governing Body and affecting the University shall be altered except with the consent of the University.

## STATUTE XVII. SPECIAL PROVISIONS

### *Commencing Date*

1. These Statutes shall come into force as from the day on which the Charter is granted.

### *Alteration of Statutes*

2. These Statutes shall be subject to alteration in the manner provided by the Universities of Oxford and Cambridge Act, 1923, by the Governing Body at any College Meeting specially

summoned for the purpose, provided that not less than two-thirds of the members present vote in favour of the alteration; and provided that the consent of the Visitor and the Master shall be required to any alteration in Statute III, Statute IV Clauses 1, 2, 3, 4, 5, and 13, Statute V Clause 14, Statute IX and Statute XIV.

*Existing Interests*

3. These Statutes shall operate without prejudice to any existing interest of any person employed by the College in any capacity on the date at which they come into force.